



Maryland Department of  
**Juvenile Services**  
Treating • Supporting • Protecting

One Center Plaza  
120 West Fayette Street  
Baltimore, MD 21201

Anthony G. Brown  
Lt. Governor

Martin O'Malley  
Governor

Donald W. DeVore  
Secretary

February 2, 2010

Re: 10-JS-045 (eMM No: **V00SO266228**) Written Solicitation For The Provision Of Special Education Services At Department Of Juvenile Services Facilities

Dear Potential Bidder:

The Department of Juvenile Services, an Executive Department of the State of Maryland, hereinafter called "the Department," "Juvenile Services," or "DJS," is soliciting private vendors/organizations to provide speech/language and psychological testing services at the DJS sites outlined in Section 2. Service Locations and Stipulations, required to provide students with special education services at DJS facilities and to improve the delivery of related services. The Contractor will provide services necessary to the evaluation of students' disabilities, and to the development and implementation of students' IEP goals.

The Contractor shall provide speech/language and psychological testing services at the DJS sites outlined in Section 2. Service Locations and Stipulations.

Bidders have the option of providing speech/language services at one or more facilities, up to all four facilities. Bidders may bid on providing psychological testing at one or both facilities.

The Contract awarded shall be for a period of one year beginning on or about February 22, 2010 and continue through February 21, 2011.

The Contract award will be made under Small Procurement Regulations COMAR 21.05.07.

There will not be a Pre-Bid Conference for this procurement.

**Bids for this Written Solicitation are to be submitted to the Office of Procurement by February 16, 2010, no later than 3:30 p.m. to Denise Anderson, Office of Procurement, Department of Juvenile Services, One Center Plaza, 120 W. Fayette Street, Rm. 334A, Baltimore, Maryland 21201. Late Bids will not be accepted.**

You may obtain a copy of this Written Solicitation from the eMaryland Marketplace website at [www.emarylandmarketplace.com](http://www.emarylandmarketplace.com).

Upon receipt of this Written Solicitation please acknowledge by E-Mail to [anderse@djs.state.md.us](mailto:anderse@djs.state.md.us).

If you have any questions, please submit them to my office as soon as possible via fax or email. The fax number is 410-333-4191. You may email me at [anderse@djs.state.md.us](mailto:anderse@djs.state.md.us).

Minority Business Enterprises (MBE's) and small businesses are encouraged to respond to this solicitation as a primary Contractor and are encouraged to obtain certification.

All questions related to the MBE certification process should be addressed to the Maryland Department Of Transportation, Minority Business Enterprises, P.O. Box 8755, BWI Airport, Maryland 21240-8755. You may contact them by voice mail at 1-800-544-6056 or by E-Mail at [www.mdot.state.md.us](http://www.mdot.state.md.us).

If the prospective Bidder is a certified minority Contractor, the certification number must be provided in a cover letter.

If you are unable to obtain a copy from the website, please call Denise Anderson at 410-230-3469 for assistance.

If you do not intend to respond to this procurement, please take a moment to fill out the Non-Bidders Response Form and submit it to my office at the above fax number. This information is required by the Department of Budget and Management to ensure outreach methods were made to seek vendors and to get feedback regarding this solicitation.

Sincerely,

Denise Anderson  
Office of Procurement

C: Bid File